

MSFC SMALL BUSINESS, SMALL DISADVANTAGED AND WOMEN-OWNED SMALL BUSINESS COORDINATION FORM AND MEMO FOR FILE

TO: PS01/SMALL BUSINESS & INDUSTRY ASSISTANCE OFFICE

DATE:

FROM:

PHONE:

INSTRUCTIONS FOR FORWARDING TO PS01:

Forward this document, in triplicate, along with the Procurement Request; Statement of Work; List of Suggested Sources (and whether they are large business, small business, small disadvantaged business, women-owned small business, HBCU, OMI, or educational or nonprofit institutions); JOFOC, RDSS or JAUP.

1. PR Number: 2. Cost Estimate (\$): 3. Procurement will ☐ will not ☐ be synopsised.
(Exception Far 5.202) _____

4. Description of items or services and/or quantity:

5. Benefit Mechanisms and Set-Aside Recommendations:

Benefit Mechanisms:

- ☐ 52.219-23 Notice of Price Evaluation Adjustment for SDB Concerns will be included in solicitation/contract (See FAR Subpart 19.11)
☐ 52.219-24 SDB Participation Program-Targets will be included in solicitation/contract (See FAR Subpart 19 -12)
☐ Monetary subcontracting incentives will be provided (See 19.1203)

Set-Aside Recommended:

- ☐ Small Business ☐ Small Disadvantaged Business (Non-8(a)) ☐ 8(a) Award ☐ SBIR Program

See FAR 19.102

North American Industry Classification System (NAICS) Code: _____ ☐ Eligible Major NAICS Group

Industry Small Business Size Standard (Employees): _____

Industry Small Business Size Standard (Dollars): \$ _____

In accordance with FAR 19.502, it is hereby determined that _____ % of this procurement be limited to _____ business concerns.

6. Small Business Set-Aside is not recommended for the following reason(s):

- ☐ JOFOC, RDSS, JAUP (Attach) ☐ Headquarters Determination or Announcement of Opportunity or NASA Research Announcement
☐ Insufficient Small Business Competition ☐ Other (Specify): _____

7. A small disadvantaged business mandatory subcontracting goal of _____ % of the contract value of this procurement solicitation is suggested.
(Attach rationale for new work over \$1M. Rationale is also required if no goals are suggested.)

8. A small business subcontracting goal of _____ % of the contract value of this procurement solicitation is suggested.
(Attach rationale for new work over \$1M. Rationale is also required if no goals are suggested.)

9. A women-owned small business subcontracting goal of _____ % of the contract value of this procurement solicitation is suggested.
(Attach rationale for new work over \$1M. Rationale is also required if no goals are suggested.)

SIGNATURES

Signature of Negotiator:	Date:	Signature of Contracting Officer:	Date:
Signature of Small Business/Industry Assistance Officer:	Date:	Signature of Small Business Administration Procurement Center Representative:	Date:

- ☐ Non-Concurrence
The Small Business/Industry Assistance Officer does not concur with the negotiator's recommendation(s) for the following reasons:

☐ Does not concur with:

☐ Mandatory subcontracting goals

☐ Benefit mechanism use

☐ Noncompetitive determination

☐ Insufficient competition (additional sources are attached)

☐ Exceptions made by SBA PCR

☐ Other: _____

Non-concurrence of set-aside shall follow the procedures of NFS 18-19.502-70.